

Charles S. Rushe Middle School
Student Government Information

SGA Advisor – Mr. Edward Doychak

Introduction:

The Charles S. Rushe Middle School Student Government Association provides a unique opportunity for students to serve as effective leaders and role models for their peers.

Goals of the CSRMS SGA:

The SGA is an organization which focuses on creating a positive school environment, where leadership, service, and spirit are valued. Goals include:

- To help students develop leadership skills
- To function as a service organization to the students of Charles S. Rushe Middle and the community.

SGA Elected Positions

The elected positions shall be elected by the students of CSRMS.

****All elected officers must attend all SGA events and after school meetings twice a month.**

CSRMS President

CSRMS Vice President

CSRMS Secretary

6 th Grade – Governor, Lt. Governor, and Secretary

7 th Grade – Governor, Lt. Governor, and Secretary

8 th Grade – Governor, Lt. Governor, and Secretary

Qualifications, Elections, and Term of Office of SGA Officers as outlined in the Constitution:

Qualifications:

A. All officers must be in good academic standing with a clean behavioral record.

B. Candidates must be available for meetings.

C. Application packets must be completed NO LATER THAN October 12, 2018.

D. Maintain at least a 2.0 GPA

E. Candidates must debate school issues date TBD in Media Center. The debates will be recorded and shown during Social Studies Class.

SGA Officer Roles and Responsibilities:

President:

1. Chair all meetings of the General Assembly and of the Executive Board
2. With the assistance of the advisor, plan and implement school events
3. Serve as the official spokesperson for SGA at School Improvement Meetings
4. Report on current SGA activities at all General Assembly meetings
5. Report at the General Assembly meeting at the end of his/her term concerning the state of SGA
6. Communicate with administration on a regular basis
7. Perform other duties outlined in the bylaws
8. Perform other duties devolving from the office

Vice-President:

1. Assume the duties and responsibilities of the president when he/she is unable to do so
2. Aid the president in fulfilling his/her duties and responsibilities
3. Plan, oversee and report on Student Activities (including but not limited to, Homecoming, Class Acts, Pep Rallies, etc.)
4. Plan, oversee and report on Community Service Projects (including but not limited to, Canned Food Drive, Toys for Tots, Grassroots, Local community outreach, etc.)
5. Perform other duties devolving from the office

Secretary:

1. Record all meeting minutes and provide typed copies to advisors and officers.
2. Maintain SGA calendars.
3. Communicate with the general assembly through Edmodo.
4. Perform other duties devolving from the office

Class Governor (One for 6th, 7th, or 8th Grade):

1. Chair all meetings of the class council, and quarterly class meetings
2. With the assistance of the advisor, plan and implement school events.
3. Serve as the official spokesperson for your Grade Level
4. Report on current class activities at all General Assembly meetings
5. Communicate with SGA on a regular basis
6. Maintain membership in the SGA general assembly
7. Perform other duties outlined in the bylaws
8. Perform other duties devolving from the office

Class Lt. Governor (One for 6th, 7th, or 8th Grade):

1. Assume the duties/responsibilities of the governor when he/she is unable to do so
2. Aid the governor in fulfilling his/her responsibilities
3. Maintain membership in the SGA general assembly
4. Perform other duties outlined in the bylaws and
5. Perform other duties devolving from the office

Class Secretary (One for 6th, 7th, or 8th Grade):

1. Record all meeting minutes, and provide them in email form to advisors and officers
2. Maintain all calendars
3. Communicate with the officers, advisors and SGA through email, create mailing list and contact information database
4. Coordinate all advertising, sign and flyer printing for all events, meetings, and other
5. Perform other duties devolving from the office

SGA Officer Election Process:

- Packets will be posted on CSRMS Website by September 17, 2018.
- Completed packets returned by October 12, 2018 by 2pm (to Mr. Doychak). No late or incomplete packets will be approved, and the candidate may not run for office without a completed packet.
- Candidates will create campaign video on Thursday, October 25th after school in the Media Center. The video will be shown to the student body.
- Voting will take place on ELECTION DAY – November 6, 2018
- Results of Election will be announced November 7th during morning announcements.

Advertising and Campaigning Guidelines and Regulations for ALL CANDIDATES (SGA and CLASS):

1. Each candidate will be limited to **20** 8.5” X 11” flyers and **4** posters which can be placed in approved areas around the school.
2. No negative campaigning allowed. This includes any verbal or written communication. Keep slogans positive and clean. Candidates need to monitor their signs and supporters. YOU may NOT speak negatively or make negative statements (verbally or written) about any other candidate. DO NOT remove signs of opposition or you will be removed from the candidacy. **All signs must receive an approval stamp from SGA Advisors or Team Teachers prior to being hung.**
3. Signs may only be hung BEFORE or AFTER school hours. No time will be allowed for students to hang signs during the school day.
4. Candidates are responsible for removing all signs after the election (regardless of results Signs must be taken down by **3pm on November 6, 2018**
5. Even if you are running unopposed, you must hang signs and advertise.

Helpful Hints:

- Create a memorable and “catchy” slogan so that voters remember your name.
- Approach your peers during the school day and inform them you are running for a position.
- Be creative! Have fun!
- Any questions – see your team teachers or Mr. Doychak.

SGA & Class Council Application

Name: _____

Grade: _____

Desired Position: _____

Student Address: _____

Home Phone: _____
Student E-mail: _____

Homeroom Teacher: _____ Room # _____

I, _____, a candidate for the office of _____, understand and accept the campaign guidelines, as stated on the attached sheet. I understand that if I do not follow them, I risk the forfeiture of my candidacy.

Candidate's Signature

Parent/Guardian Signature

Biography: (Provide background information about yourself).

List experiences that have prepared you for leadership roles:

List three (3) realistic goals that you have the position for which you are running:

I have read and understand the basic requirements of the SGA and Class council positions. If elected, I am willing and able to fulfill these responsibilities and attend all meetings and functions as a first priority.

Signature

Date

Teacher Recommendation Form

Student Name: _____

Years you have known this student: _____

Three adjectives to describe this student:

Please evaluate this student in the following areas:

Rating scale: 1-5

(1) Poor (2) Below Average (3) Satisfactory (4) Above Average (5) Excellent

<u>Category:</u>	<u>Rating:</u>
Achievements:	
Attitude:	
Behavior:	
Leadership:	
Work Ethic:	

In a few words, please describe for the selection committee why you believe this student is a great candidate for this organization.

Teacher Signature

Printed Name

Date

Teacher Recommendation Form

Student Name: _____

Years you have known this student: _____

Three adjectives to describe this student:

Please evaluate this student in the following areas:

Rating scale: 1-5

(1) Poor (2) Below Average (3) Satisfactory (4) Above Average (5) Excellent

<u>Category:</u>	<u>Rating:</u>
Achievements:	
Attitude:	
Behavior:	
Leadership:	
Work Ethic:	

In a few words, please describe for the selection committee why you believe this student is a great candidate for this organization.

Teacher Signature

Printed Name

Date

To the Parents of Charles S. Rushe Middle School SGA Candidates:

Your son/daughter has expressed his or her intention of running for a Student Government Association Office. As the SGA Advisor, we feel it is vital that you be aware of the commitment your child will be accepting if he/she is elected to this position. In addition to meeting dates and school events, your child must remain academically eligible for this position (maintain at least a 80 Average) and adhere to all CSRMS and academic, extracurricular, and behavior regulations and requirements.

Please be aware that, at times, meetings or other responsibilities may take place after school. In this event, students and parents should understand that transportation remains the responsibility of the student. As officers, these students are held to, and expected to maintain, high standards of leadership, maturity, and excellence. It is a large commitment of both time and energy. We ask that, if elected, the SGA position become a priority in the student's extra-curricular tasks; we ask for parents' support in encouraging students to recognize the importance of these offices.

If you or your child have any questions regarding this information, please feel free to contact me at the school (813-346-1200) or by email (edoychak@pasco.k12.fl.us).

Respectfully,

Edward Doychak, SGA Advisor

I have read the above letter, and discussed the responsibilities and commitment of the elected offices with my child. I understand the time commitment and expectations of holding an office, and will do my best to support my child and the school in handling the tasks and responsibilities of the SGA.

Parent Signature

Date:

Parent Email

Phone #